

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
APRIL 22, 2025, FOLLOWING THE 4 PM MEETING OF THE
LANCASTER COUNTY LAND BANK AUTHORITY
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Redevelopment Authority of the County of Lancaster met Tuesday, April 22, 2025. The Board meeting was held at the office of the Redevelopment Authority of the County of Lancaster, 28 Penn Square, Suite 100.

Members of the Board in attendance: Jim Eby, Ed Fisher, Melinda Kaufman, Gerald Robinson and Jim Williams.

Staff members present were: Justin Eby, Executive Director; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant and Landlord Services; Deb Jones, Director of Human Services; Marisol Maldonado, Director of Housing and Community Development; Sean Krumpe, Community Development Program Manager; Marjorie Shaffer, Continuum of Care Manager and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Jade Campos, *LNP*, Tim Stuhldreher, Marissa Price, *GMS Solutions*, and Alice Yoder, *Lancaster County Commissioner*.

Mr. Fisher called the meeting to order at 4:36 p.m.

Public Comments - none

Minutes of the March 2025 Board Meeting were approved. The motion was made by Mr. Williams, second by Ms. Kaufman, and unanimously accepted.

The Treasurer's Report for the month of March 2025 was approved on a motion by Mr. Jim Eby, second by Mr. Williams and unanimously accepted. Mr. Fredo noted the negative balance in the Homelessness Coalition will be resolved with the quarterly invoice to the County.

The board approved a Revised Investment Policy Statement. Mr. Fredo noted that as with the approval in the Land Bank Authority board meeting, this will allow maximum investment potential. The motion to approve was made by Mr. Kaufman, second by Mr. Jim Eby and unanimously approved.

The board approved a Revised Accounting Policy. Mr. Fredo noted that the policy simply needed to be freshened up after nine years. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby and unanimously approved.

Staff Reports: Ms. Maldonado reported that the rental programs that the board approved for Emergency Rental Assistance Program funds have all received their grant agreements. Community Basics, Inc. has or will soon close on three of their projects.

Ms. Jones reported that her department is now fully staffed with the addition of Noemi Martinez as the Homelessness Housing Program Coordinator. They intend to bring their recommendations for Joint Funding to the board in May and the County contract should be renewed in June.

Mr. Justin Eby reported that there will be a small area plan for the City Revitalization Improvement Zone (CRIZ) stadium district next week. The US Department of Housing and Urban Development (HUD) funding is expected by May 18. We are busy with Redevelopment Assistance Capital Program (RACP) projects. We are meeting with Health Management Associates (HMA), the consulting group for the Housing and Homelessness Strategic Plan, creating a steering committee and planning a public kick-off for May 21st. They are working on creating a survey, focus groups and will conduct interviews with key stakeholders.

Mr. Stuhldreher asked about the Prince Street Community Hub. They have received zoning approval. Construction estimates have come in at \$15 million for the 3-story, 30 units building. We hope to begin construction in the fall of 2025 and approximately 12-14 months until completion.

Communications – None

Committee Reports – None

Unfinished Business – None

New Business

- 1) The board approved a cooperation sub-grant agreement with the Janus School for the Janus School Expansion and Renovation Project Local Share Account grant. Mr. Justin Eby noted that we have these agreements for our Redevelopment Assistance Capital Program grants, this has been adapted to support procurement for Local Share Account grants. The motion to approve was made by Mr. Robinson, second by Mr. Jim Eby and unanimously accepted. (A copy of said Resolution [APR 25 #28] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Redevelopment Authority of the County of Lancaster to approve a Cooperation and Sub-Grant Agreement with Janus School.

- 2) The board approved a transfer of funding to the Lancaster County Land Bank Authority for the acquisition of the property at 191 Falmouth Road in Conoy Township. Mr. Krumpe noted that this is contingent with the Land Bank choosing to move ahead with the property. The motion to approve was made by Ms. Kaufman, second by Mr. Jim Eby and unanimously accepted. (A copy of said Resolution [APR 25 #29] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Lancaster County Land Redevelopment Authority that:

1. The Lancaster County Redevelopment Authority is hereby authorized to transfer **thirty-eight thousand five hundred dollars (\$38,500)** to acquire the property located at 191 Falmouth Road, Conoy Township, Lancaster County using CDBG Funds.

2. The Executive Director of the Land Bank, Justin M. Eby, is hereby authorized and directed to execute all documents on behalf of the Lancaster County Redevelopment Authority which may be necessary or desirable to further the intent of this Resolution.
- 3) The board approved a contract with Anchor Lancaster for City Street Outreach Services. Ms. Jones noted that we had a contract with Anchor Lancaster last year that expired on March 31, 2025. This contract utilizes some unspent funds because of personnel changes within Anchor Lancaster. The motion to approve was made by Ms. Kaufman, second by Mr. Robinson and approved. (A copy of said Resolution [APR 25 #30] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority of the County of Lancaster to authorize the Executive Director to execute a contract with Anchor Lancaster for \$10,500 for a period beginning on April 23, 2025 and ending August 31, 2025 using Lancaster County Community Foundation funding.

- 4) The board approved updates to the Emergency Solutions Grant (ESG) Policies and Procedures manual. Ms. Jones noted that Ms. Shaffer spearheaded this initiative along with the Compliance Department. The last revisions to the manual were made in 2017 and it needed some freshening up. The motion to approve was made by Mr. Williams, second by Mr. Jim Eby and unanimously approved. (A copy of said Resolution [APR 25 #31] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Redevelopment Authority of the County of Lancaster to approve revisions to the Emergency Solutions Grant (ESG) Policies and Procedures Manual.

- 5) The board approved the submission of an application for a Redevelopment Assistance Capital Program (RACP) grant in connection with the Conewago Flood Control and Distribution Center. Mr. Justin Eby noted this is a second award for this project, the first was approved by our board approximately 1.5 years ago. Ms. Price, the consultant from GMS Solutions for the project, noted this award is for site work and vertical construction. The motion to approve was made by Ms. Kaufman, second by Mr. Robinson and unanimously approved. (A copy of said Resolution [APR 25 #32] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority of the County of Lancaster to authorize the appropriate officers, employees and solicitor of the Authority to (1) work with *TCH Realty and Development Company, LLC* to prepare an application for the additional \$1,100,000 for the Conewago Flood Control and Distribution Center Project through the Commonwealth of Pennsylvania's Redevelopment Assistance Capital Program (the Application), (2) to execute and submit the Application as the Applicant and (3) to enter into and carry out its obligations under a grant agreement with The Commonwealth of Pennsylvania (Acting through the Office of the Budget) and a cooperation and sub-grant agreement with *TCH Realty and Development Company, LLC* on

such terms and conditions as are acceptable to the appropriate officers, employees and solicitor of the Authority.

Mr. Justin Eby requested that the board amend the agenda to add this 6th item. It is time sensitive for Penn Medicine Park because their current ice machines are not functioning. Mr. Williams made a motion to amend the agenda, Ms. Kaufman seconded and it was unanimously approved.

- 6) The board authorized the acceptance of a bid for the replacement of kitchen equipment and ice making machines at Penn Medicine Park. Ms. Maldonado noted that this work will be funded with City Revitalization Improvement Zone (CRIZ) funds. The motion to approve was made by Mr. Williams, second by Mr. Robinson and unanimously approved. (A copy of said Resolution [APR 25 #33] is attached hereto and made a part hereof).

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Redevelopment Authority hereby authorizes the Executive Director to accept the bid and execute a contract with Culinary Depot, and authorizes an expenditure not to exceed \$52,825.00, representing the bid price plus a 15% contingency, for the replacement of the ice making machines and kitchen equipment.

Other Business: Mr. Fisher noted that the next regular meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **May 27, 2025** at the offices of the Lancaster County Housing and Redevelopment Authorities, 28 Penn Square, Suite 100, immediately following the 4:00 p.m. meeting of the Lancaster County Land Bank Authority, and the Lancaster County Housing Authority thereafter.

The meeting was adjourned at 5:15 pm.


Beth A. Dreyer DeGoede, Secretary